

PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 3rd December 2019 at 7pm in
The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon,
for the purpose of transacting the following business.

THE PRESS & PUBLIC ARE INVITED TO ATTEND AND THE MEETING ALLOWS FOR PUBLIC PARTICIPATION AT
AGENDA ITEM 4

AGENDA

The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

WELCOME

1. **Apologies and acceptance for absence**
2. **Declarations of Interest and Dispensations**
 - (a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**.
(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – ***Please contact the office should any item need clarification***)
 - (b) Clerk to report any written requests for dispensation in respect of items on this agenda.
3. **To receive approval of minutes of the Full Parish Council Meeting held on 5th November 2019 from those members present at the respective meeting**
4. **Public Participation** (as permitted by Standing Order 3d & 5kxiii)
Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
5. **Report from Police to include Parish Crime Figures.***
Additional report to be given on recent highlighted issues raised on social media.
6. **Report from County Councillor.**
7. **Reports from District Councillors.**
8. **Reports from**
 - a) Chairman.
 - b) Parish Clerk.*
9. **Financial Matters**
 - a) Bank Reconciliation – 1st October to 31st October 2019.*
 - b) Approval of Payments - 1st October to 31st October 2019.*
 - c) Approval of Receipts - 1st October to 31st October 2019.*
 - d) Detailed Income and Expenditure 1st April to 31st October 2019.*
 - e) Earmarked reserves summary.*

10. General Matters

To consider the following items:

- a) Community, Well-being, Environment and Parish and Town Councils. – Update from Councils
- b) Boundary Commission – Division Boundaries for Norfolk County Council – To note extension date for consultation to 13th January 2020.

11. Planning

To consider Planning Committee Matters

- a) To note Minutes of meeting held on Tuesday 5th November 2019 and Tuesday 19th November 2019.*
- b) To address any questions of the meeting.

12. Playing Fields, Amenities & Allotments

To consider Playing Fields, Amenities & Allotments Matters

- a) To note Minutes of meeting held on Thursday 31st October 2019.
- b) To address any questions of the meeting and confirm any decisions made.

13. Media & Communications

To consider Media and Communications Committee Matters

- a) To note Minutes of meeting held 19th November 2019.*
- b) To confirm the decisions made by Media & Communications committee*

14 Hellesdon Community Centre

To consider Community Centre Committee Matters

- a) To note Minutes of meeting held 25th November 2019.*
- b) To confirm the decisions made by Community Centre committee

15. Neighborhood Plan and Green Grid

- a) Verbal update.

16. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following item(s) in view of the confidential nature of the business to be transacted.

17. Staffing

- a) To receive an update on staffing matters.
- b) To agree date of next meeting.

18. Property, Policy & Resources

To consider Property, Policy & Resources Matters

- a) To note minutes of meeting held on Thursday 14th November 2019.*
- b) To confirm the decisions made by Property, Policy and Resources committee

19. Exchange of information.

20. Time and Venue of next Council meeting on Tuesday 7th January 2019.

Natasha Carver Clerk to the council

Dated 26th November 2019

**All documents referred to in this agenda as "attached" are supplied to Parish Councillors only. Copies are available (unless marked confidential) at the Council Offices during public opening hours.*